

June 2008 Schedule (updated June 6, 2008)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 LABOR: Reverse May Month-end Estimate Normal DW refresh	3 LABOR: PP10 Normal DW refresh	4 LABOR: PP10 SURCHARGES Normal DW refresh	5 Normal DW refresh	6 GL: Final Close May 2008 Normal DW refresh	7 Normal DW refresh
8	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 CA O/U Reversal - Part C Normal DW refresh	14 Normal DW refresh
15	16 LABOR: PP11 GL: Update AR Trial Table Normal DW refresh	17 LABOR: PP11 SURCHARGES Jun Month-end Estimate SURCHARGES Normal DW refresh	18 DISBURSEMENTS: Last run for Jun Normal DW refresh	19 Normal DW refresh	20 SLTs SLTs to be approved for Jun are due to FMB by 4:00 pm ET Normal DW refresh	21 Normal DW refresh
22	23 SLTs 12:00 pm ET Final Approval LABOR: JUN NOAA CORPS CA SURCHARGES processed prior to the "Tier ONE" closing Normal DW refresh	24 CFS G/L MONTH- END PRELIM CLOSING 6:00 AM ET Close Tier 1 WIP CA O/U Process. 12:00 AM ET Close Tier 2 Normal DW refresh	25 DW reports and/ or CFS Production reports complete month – end data LABOR: Reverse Jun Month-end Estimate Normal DW refresh	26 Normal DW refresh	27 Normal DW refresh	28 Normal DW refresh
29	30 Normal DW refresh					

TIER "ONE" Closing

Tier "ONE" modules will be placed in "PRELIMINARY" close for the **June 2008 General Ledger**

- PR – Purchase Requisitions (Commitments)
- PO – Purchase Orders (Obligations, etc.)
- AP – Accounts Payable (Invoices and Receiving Tickets, etc.)

8:00 AM ET: "Tier ONE" may begin working on July 2008 transactions.

TIER "TWO" Closing

Tier TWO modules, will be placed in "PRELIMINARY" close for the **June 2008 General Ledger**

- BE – Budget Execution (Resources, Apportionments, Allotments, BOPs)
NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.
- AR – Accounts Receivable
- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process @ 6:00 AM ET on Tuesday June 24, 2008
- GJ – General Journal (GJs and Labor, etc.)
- GL – General Ledger
 - These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.

"Tier TWO," should **NOT** enter **ANY** transactions while June 2008 is still open. **ONLY after June 2008** is closed may "Tier TWO" modules mentioned above begin working on July 2008 transactions.